

DEPARTMENT OF MEDICAL ASSISTANCE SERVICES EMPLOYMENT OPPORTUNITY

This Agency is charged with ensuring proper **MEDICAID** services to qualified recipients. Please visit our website and the Commonwealth of Virginia's website referenced below for additional information and qualifications.

SENIOR POLICY ANALYST

Role Title: Policy and Planning Specialist II

Position #:01069

Pay Band 5 Level III Hiring Range \$42,614 - \$82,000

Closing Date: April 24, 2017

Excellent opportunity in the Division of Integrated Care to conduct policy analysis to develop and promote new program initiatives for dually eligible members, as well as monitor and track all Dual Eligible Special Needs Program (D-SNP) program activity to ensure that D-SNP managed care organizations are operating within contract guidelines. This position is responsible for researching and investigating issues related to member access to care, member benefits, and health care issues in coordination with Medicaid MCO's. Additionally, the incumbent provides detailed reports and makes recommendations to management. Qualified applicants must have knowledge of the principles, practices, and regulatory guidelines for managed care organizations and health programs related to Medicare, Medicaid and Medicare Advantage special needs populations. Requires extensive knowledge of contract management and compliance. Requires considerable experience with planning, development, analysis, and expansion of comprehensive health care programs and related operations. Several years' experience with Medicare, Medicaid, and/or managed care programs required. Must have working knowledge of integrated care, medical terminology, and research and evaluative techniques with ability to analyze and solve problems. Requires demonstrated ability to apply and interpret regulations, policies, and procedures, and evaluate impact of regulations on operational issues. Requires proven ability to communicate effectively orally and in writing with diverse groups with ability to work independently and collaboratively. Must be proficient using the PC with office productivity software; knowledge of Medicaid Management Information Systems (MMIS) preferred. Degree from an accredited college or university with major course work in social work, nursing, public health, public policy, health or business administration or related field is preferred with advanced degree strongly preferred. This position requires some travel for meetings, conferences and/or trainings.

ONLINE STATE APPLICATION REQUIRED

Resumes will not substitute for state applications. DMAS will only accept online applications submitted through the RMS **by 11:59 p.m.** on the referenced closing date. Faxed, emailed, or hand delivered applications or resumes will not be accepted and resumes will not substitute for a complete state application. Applications must include complete work history, including periods of unemployment if applicable. Consideration for an interview is based solely on the information within the application.

Receptionist: 804-786-5408, TDD 800-343-0634

Web Sites for Vacancy Listings

RMS: <https://virginiajobs.peopleadmin.com/>

DMAS: http://www.dmas.virginia.gov/Content_pgs/ab-emp.aspx

Applicants who require accommodation to apply for Agency openings should contact the DMAS receptionist for assistance.

EEO/AA/ADA